

CITY OF LOCKHART
SPECIAL ACTIVITY PERMIT APPLICATION
COVID-19 PROTOCOLS

version 9-8-2021

Due to the level of COVID-19 transmission within Caldwell County any individuals, groups, or organizations desiring to organize an event involving city facilities shall submit a completed Special Activity COVID-19 Protocols Application for approval consideration PRIOR to any advertising/public announcement of the proposed event AND at least two (2) weeks before the event date. Advertising and/or public announcements of the event should not occur before receiving approval. Completed form must be submitted to the Mayor for consideration at:

City of Lockhart, Attention: Mayor, 308 W. San Antonio St., Lockhart, Texas 78644

Provide the following information on COVID-19 Guidelines for your event:

1. Name/Type of Event: _____

2. Dates of Event: _____

3. Address/Name of Facility: _____

4. Contact: Name _____ Phone _____

Email _____

5. Is the event: Outdoors Indoors Both

6. What is the estimated number of participants? _____

7. If indoors what are the plans to limit attendance and/or capacity to provide for social distancing and limiting the spread of COVID-19?

8. Brief summary of the event/activity: _____

(continued next page)

9. Review Texas DSHS COVID-19 guidance documents for vaccinated and unvaccinated individuals to create health protocols for event/activity.

<https://dshs.texas.gov/coronavirus/docs/opentx/2021/AllIndividuals.pdf>

10. General COVID-19 health protocols for all events/activities include:

- Recommend a face covering when it is not feasible to maintain six (6) feet of social distancing from an individual not from the same household.
- Individuals 65 or older should be encouraged to stay home and avoid large gatherings due to the significant risk from COVID-19.
- Individuals should not be in groups larger than 10.
- Individuals should maintain six (6) feet of separation from others outside the individual's group.
- Encourage participants to self-screen for signs of COVID-19 and stay home if they have symptoms to include Cough, fever, shortness of breath, sore throat, etc.
- Provide hand sanitizer and disinfect often touched surfaces.
- Consider level of COVID-19 transmission in the community before scheduling an event/activity.

11. How will these COVID-19 safety protocols be communicated to participants and staff?

12. Give summary of planned COVID-19 health protocols for event:

(mask, social distancing, sanitation, health checks, food safety, outdoor usage, etc.)

add attachments as needed

The Mayor's approval may be rescinded in the event of a change in COVID-19 community transmission prior to the date the event is scheduled.

Approved

Denied

Mayor Signature

Date

Comments:
